

Rockport Council on Aging

April 23, 2013 6PM

Rockport Community House

Present: Michelle Tailsman, Chair, Diane Bertolino Director, Tina Ketchopolous, Faye Anderson, Joanne Wood, Christine Marek

Absent: Gilbert McCarthy, Don Sudbay, Roger Lesch

Guest: Maureen Bealey

Handouts: Minutes from March 26, Time Study, May calendar, financial reports, directors reports, activity report

Meeting called to order at 6:10PM.

Diane read the Director's report. She went over the previous month's activities and updated us on future plans.

The report was accepted with a motion by Christine Marek, seconded by Joanne Wood

Minutes from March 26 were reviewed and approved on a motion by Faye Anderson, seconded by Tina Ketchopolous

Financial reports were reviewed. A motion was made by Faye, seconded by Joanne to ask for permission from the State to transfer funds, as outlined by Diane, to fund Paula's extra hours for vacation coverage. It was also requested that Diane contact the Treasurer's office and find out how the revolving fund works, if we can spend it down.

The time study was presented and discussion was held, centering on the need for a larger volunteer group and how we can increase our volunteers. Also discussed was the need for more janitorial time for the Center and the amount of time Diane spends doing janitorial work. It was decided to send a letter to the DPW Board of Commissioners, with a CC to Joe Parisi, Linda Sanders and the Board of Selectmen, inviting the Commissioners to our next meeting. Further discussion on the time study was tabled until the full committee is present.

Meeting was adjourned at 7:15PM

Faye Anderson
Acting Secretary